



**Date:** May 21, 2013

**To:** Thomas J. Bonfield, City Manager  
**Through:** Keith Chadwell, Deputy City Manager  
**From:** Mark D. Ahrendsen, Director of Transportation  
**Subject:** Resolution Authorizing Apprenticeship Agreement with North Carolina Department of Transportation (NCDOT)

### **Executive Summary**

The North Carolina Department of Transportation (NCDOT) annually offers an Apprentice Program to all transit systems within the State. The Apprentice Program consists of placing a graduate student at a transit system for one year for the purpose of gaining experience and making a contribution to the provision of public mass transportation services.

An application for an apprentice position was submitted by the City's Transportation Department and has been approved by the NCDOT. The total annual cost of the Apprentice Program is \$32,432, ninety (90) percent or \$29,188 of which is paid for by NCDOT. The required ten (10) percent or \$3,244 local share is available within the 2014 transit fund budget.

### **Recommendation**

It is recommended that City Council:

1. Adopt the Grant Project Ordinance for the N.C. Department of Transportation Apprentice program; and,
2. Authorize the City Manager to execute the apprenticeship grant agreement with the N.C. Department of Transportation for the purpose of placing an apprentice at DATA for one year..

### **Background**

The NCDOT annually offers an Apprentice Program to all transit systems within the State. The program consists of placing a graduate apprentice at a transit system for one year for the purpose of gaining experience in transit. The City of Durham has participated in this program since its inception.

An application for an apprentice submitted by the City to the NCDOT has been approved. The annual cost of the Apprentice Program is \$32,432. The State is contributing ninety (90) percent or \$29,188 of this amount. The required City share is ten (10) percent or (\$3,244). This amount is available within the transit budget proposed for FY 2014. The proposed start date for the Apprentice is July1, 2013.

### **Issues and Analysis**

The City can accept or reject the Apprentice Program by virtue of adopting or not adopting the attached resolution. Several projects have been completed with the help of apprentices each year that the City has participated in the program. All apprentices who have completed this program with the City have obtained related employment, due in part to the experience obtained from working at DATA.

**Alternatives**

It is recommended that City Council authorize the City Manager to enter into an agreement with NCDOT for the purpose of placing an Apprentice at DATA for one year.

A second alternative is to not proceed as recommended above in which case the 90% grant fund awarded to the City by NCDOT would be forfeited. This is not desirable because the need for an apprentice will not be met. Also, a student will miss an opportunity to gain experience and subsequently make a contribution to the provision of public mass transportation

**Financial Impact**

Funding for the program is available as described above. No new funding is needed.

**SDBE Summary**

SDBE participation is not an issue that is associated with execution of this program.

**Attachments**

- FY2013-14 Grant Project Ordinance
- Apprentice/Intern Program Agreement with North Carolina Department of Transportation